



**A & Z Medical Supplies**  
*Respecting your healthcare needs...*

**785 S State St**  
**Westerville, OH 43081**  
**Website: aandzmedicalsupplies.com**

**Phone: 614-776-4445**  
**Fax: 844-643-9306**  
**Email: Info@aandzmedicalsupplies.com**

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Patient Full Name: \_\_\_\_\_ Patient DOB: \_\_\_\_\_

Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_

\_\_\_\_\_ Cell Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Male \_\_\_ Female \_\_\_ Email Address: \_\_\_\_\_

May we leave a message on these numbers? \_\_\_Y \_\_\_N

**PRIMARY INSURANCE:** \_\_\_\_\_

SUBSCRIBER NAME: \_\_\_\_\_ SUBSCRIBER DOB: \_\_\_\_\_

ID NUMBER: \_\_\_\_\_ GROUP NUMBER: \_\_\_\_\_

PATIENT RELATIONSHIP TO SUBSCRIBER: \_\_\_SELF \_\_\_SPOUSE \_\_\_CHILD \_\_\_DEPENDANT

**SECONDARY INSURANCE:** \_\_\_\_\_ PERSON RESPONSIBLE FOR BILL

SUBSCRIBER NAME: \_\_\_\_\_ **IF NOT PATIENT**

SUBSCRIBER DOB: \_\_\_\_\_ NAME: \_\_\_\_\_

ID NUMBER: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

GROUP NUMBER: \_\_\_\_\_ \_\_\_\_\_

**ASSIGNMENT AND RELEASE:** I request that payment of authorized Medicare, Medicaid, or insurance benefits be made to **A and Z Medical Supplies** for any services furnished me by this facility. I authorize my medical information to release to Medicare, Medicaid or other insurances to determine benefits or the benefits payable related services to release any medical or other information necessary to process the claim. I also understand that I am financially responsible for payment of services provided. I also acknowledge that I have received a copy of the HIPPA Privacy Practices, a copy of the Patients' Rights Policy and Medicare supplier standards if applicable.

**PATIENT SIGNATURE:** \_\_\_\_\_ **TODAY'S DATE:** \_\_\_\_\_



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## Checklist of Information Provided

Customer Name \_\_\_\_\_ Date: \_\_\_\_\_

Item(s) received: \_\_\_\_\_

Number of Item(s) received: \_\_\_\_\_

***I have received the following information:***

Hours of Operation and How to Contact Us

Rights and Responsibilities

Complaint Procedure / Emergency Preparedness

Patient Privacy Notification

Assignment of Benefits

Equipment Warranty Information

Equipment/Supplies Provided

Educational and instructional materials provided with each item such as a user manual or the educational materials provided by the manufacturer

**For Medicare Customers *When Applicable:***

Inexpensive or Routinely Purchased Items

Capped Rental

ABN (only provided when indicated)

30 CMS Supplier Standards

- Lift Chairs –No returns, No refunds once ordered or delivered.
- I understand that I must contact the doctor of any changes in my condition
- I understand how to use/maintain the product purchased
- I understand that my product purchase has a weight limit.

**Signature of Patient or Caregiver**

**Date**

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**Proof of Delivery (Receipt of DME Goods)**

Patient name: \_\_\_\_\_

Delivery address: \_\_\_\_\_

\_\_\_\_\_

Delivered to: \_\_\_\_\_

Date of delivery: \_\_\_\_\_

Product Name: \_\_\_\_\_

Brand/Model: \_\_\_\_\_

Serial Number: \_\_\_\_\_

Quantity: \_\_\_\_\_

I certify that I have received the item(s) marked below in good condition. *This equipment is medically necessary and not substandard. This device was sized and fitted and the device fits well. I have received verbal and written instructions for use of the equipment, the warranty, complaint resolution information and the Durable Medical Equipment Supplier Guidelines (except for dressings). We honor all warranties expressed and implied under applicable State law.*

\_\_\_\_\_  
Patient/Guardian/Nurse

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Delivered by Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date